

**Meeting Minutes**  
**Mercury Citizen Advisory Committee**  
**October 1, 2001**  
**Room 027, GEF 2**  
**Madison WI**

Facilitator: Bert Stitt

**Members Attending:** Scott Meske, Municipal Electric Utilities of Wisconsin; Jeff Schoepke, Wisconsin Manufacturers & Commerce; Bill McClenahan, Forest County Potawatomi Community; Annabeth Reitter, Wisconsin Paper Council; Keith Reopelle, Wisconsin Environmental Decade; Kathleen Standen, Wisconsin Electric; Russ Ruland, Muskellunge Club of Wisconsin; Jim Wise, Environmentally Concerned Citizens of Lakeland Areas; Steve Hiniker, Citizens' Utility Board; Jeff Shefchek, Alliant Energy; Eric Uram, Sierra Club; John Coleman, Great Lakes Indian Fish & Wildlife Commission; Bill Skewes, Wisconsin Utilities Association, Inc.; Wayne Stroessner, Random Lake Association; and Dave Hoopman, Wisconsin Federation of Cooperatives.

**Others Attending:** Darrell Bazzell, DNR; Lloyd Eagan, DNR; Jon Heinrich, DNR; Anne Bogar, DNR; Tom Karman, DNR; Meggin McNamara, Michael, Best & Friedrich; Marc Looze, Wisconsin Environmental Decade; Ed Newman, Wisconsin Public Service Corporation; Harold Frank, Dairyland Power Cooperative; Jill Stevens, Alliant Energy; Neil Howell, Department of Administration – Facilities.

Welcome

Secretary Bazzell welcomed the Committee and thanked members for agreeing to participate on the Committee. He noted that Wisconsin needs to show leadership on the mercury reduction issue. Wisconsin's proposed rule is on a parallel track with the federal government's proposal and has a mechanism to ensure consistency. He asked members to look at specific provisions of the proposed rule and help make them work. He asked members to put their roles outside the meeting room and to participate and work seriously with good intent. He concluded his remarks by noting that the rule needs to be workable, not a political document.

When asked about the timeline for the process, Secretary Bazzell stated that additional time beyond the end of the year deadline for a report would be considered if progress is being made and additional time would get the Committee to consensus. He noted that the Committee will be very influential in the rule process.

Check-In

Bert Stitt conducted a check-in. Members identified themselves, said how they were today and identified expectations for today's meeting and the Committee process.

Ground Rules

Bert Stitt conducted a discussion on the Committee's ground rules. The following rules were agreed to:

1. Meetings will start on time, but it is ok to come late (but don't make an entrance.)
2. All ideas add value.
3. Honor the person speaking.
4. No side discussions. Several options for caucusing were discussed and will need to be resolved by Committee at a future meeting.
5. Listen carefully and respectfully and seek to understand what the other is saying.
6. Speak clearly and concisely, seeking to be understood by others.

7. Speak and write briefly and to the point.
8. Do not engage in disruptive or lengthy story telling.
9. Do not engage in drama or political rhetoric.
10. Focus on understanding one another not agreement.
11. Honor the priorities of others.
12. State interests and views without attacking others.
13. Do not withhold information that is relevant to the discussion.
14. Speak the truth.
15. Speak for ourselves (or our groups), not others.
16. Stay on point and do not sidetrack the discussion.
17. Leave our titles at the door and do not attempt to use our positions to impose our will on others.
18. Monitor our own participation and abide by our mutually agreed-upon ground rules.
19. Act as process monitors and speak to violations of the ground rules.
20. Meetings will end on time, but it's ok if one has to leave early.
21. No cell phones. If need to have one on for a call, tell the group this at check-in and take the call out of the room.
22. Alternates at a meeting are ok – in fact, encouraged if there is a conflict with the meeting time – but they should come aware of the issues being discussed and are familiar with the Committee's ground rules.

Bert asked the Committee to read the handout, "Ground Rules for Effective Groups."

#### Overview of Committee Goals, Schedule and Interaction with the Technical Advisory Group

Jon Heinrich made a presentation to review the purpose of the Committee, the purpose of the Technical Advisory Group, the Natural Resources Board resolution on the Committee's report and the rule alternatives the Board asked the Department to get comments on. Jeff Schoepke asked about the Public Service Commission (PSC) serving on the Committee. Jon responded that the Secretary had chosen not to put agency representatives on the Citizen Advisory Committee and noted that PSC staff was participating on the Technical Advisory Group.

Jon asked Committee members to identify potential issues to be included in the report to the Secretary and the issues were recorded (see attached list). Jon indicated that Committee members could add issues to the list by sending them in an email to him.

The Committee members also identified a list of potential questions to refer to the Technical Advisory Group (see attached list.) Jon said that staff would review the list and identify which issues could be referred to the Technical Advisory Group.

#### Issues to Resolve at Future Meeting

1. Caucus clarification
2. Email communication and open meetings issues
3. Relationship to Technical Advisory Group – how Committee refers technical issues to TAG and gets feedback, etc.

#### Next Meeting

The next meeting of the Committee will be on Friday, November 16 at 9:30 a.m. at the Lowell Center, 610 Langdon Street, Madison.